

This Notice is for reference purposes, as per the Open Public Meetings Act Requirements, N.J.S.A. 10:4-8 and N.J.S.A. 10:4-18.

**AGENDA**  
**SPECIAL COUNCIL MEETING**  
**430 WESTFIELD AVE., CLARK, NJ 07066**  
**Wednesday, November 7, 2018**  
**Municipal Building, Room 30**  
**7:30 pm**

**ROLL CALL:**

**Councilwoman Albanese** \_\_\_\_\_ **Councilman Mazarella** \_\_\_\_\_  
**Councilman Barr** \_\_\_\_\_ **Councilman O'Connor** \_\_\_\_\_  
**Councilman Hund** \_\_\_\_\_ **Councilman Toal** \_\_\_\_\_  
**Council President Smith** \_\_\_\_\_

**PLEDGE OF ALLEGIANCE TO THE FLAG: MOMENT OF SILENCE**

This meeting is in compliance with the Open Public Meetings Act as adequate notice of this meeting has been provided by sending written advanced notice of at least 48 hours to the Star Ledger, Union County Local Source, and TAP into Clark, by posting such Meeting Agenda on the Bulletin Board in Town Hall reserved for such announcements and the proper filing of said Notice. Formal action may be taken at this meeting.

**DISCUSSION:**

1. **CY 2018 Best Practices Inventory**  
Prepared and certified by John Laezza, Chief Administrative Officer and Terance O'Neill, Chief Financial Officer –This discussion is held for the Governing Body's Acknowledgement in compliance with the guidelines set forth by the New Jersey Division of Local Government Services in Local Finance Notice 2018-26 dated October 15, 2018. The discussion will be incorporated into the minutes of this meeting.

**RESOLUTIONS:**

2. **PUBLIC HEARING:** Authorizing the submission of an application for funding for the Year 45 Community Development Block Grant Program
3. Authorizing the transfer of funds within the 2018 Municipal Budget
4. Award of Contract to K & D Contractors, LLC for Phase 1, parking lot, of the Police Department in the amount of \$216,551.50

**PUBLIC COMMENTS:**

Each person addressing the Council shall first give his/her name and address to the Clerk. All remarks shall be addressed to the Council as a body and shall not exceed 10 minutes in duration.

**MAYOR, COUNCIL AND PROFESSIONAL COMMENTS:**

**ADJOURNMENT:**



DISCUSSION 1

# Local Finance Notice

LFN 2018-26

October 15, 2018

Philip D. Murphy  
Governor

Lt. Governor Sheila Y. Oliver  
Commissioner

Melanie R. Walter  
Acting Director

## Contact Information

### Director's Office

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F. 609.633.6243

### Legislative and Regulatory Affairs

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### Financial Regulation and Assistance

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### Local Finance Board

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08625-0803

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E-mail: [dlgs@dca.nj.gov](mailto:dlgs@dca.nj.gov)

## Distribution

Administrators/Managers  
Chief Financial Officers  
Municipal Clerks

## CY 2018/ SFY 2019 Best Practices Inventory

The State's Fiscal Year 2019 Appropriations Act ([P.L. 2018, c. 53](#)) requires the Division of Local Government Services ("Division") to determine whether some portion of a municipality's CMPTRA and ETR aid will be withheld based on the results of a Best Practices Inventory ("Inventory") completed by each municipality. This year's Inventory has an expanded policy focus while continuing to emphasize statutory compliance and core competencies.

Municipalities operating on a Calendar Year or Transition Fiscal Year (SFY reversions) must return their completed Inventory to the Division by Monday, November 12, 2018. Those municipalities operating on State Fiscal Year budgets must return their completed Inventory by Friday, April 5, 2019. Completion and filing instructions are included in an Appendix to this Notice. As in previous years, the maximum amount of aid that is subject to being withheld by the Division is the full amount of a municipality's final aid payment (December 1 for Calendar Year municipalities).

## CY2018/ SFY2019 Best Practices Format

The CY2018/ SFY2019 Best Practices Inventory is in the form of an [Excel worksheet](#) that must be filled out and emailed to the Division. There a total of 61 scored questions, 30 of which are new. New questions are at numbers 2, 5, 7, 8, 15, 17, 21, 23, 31 through 39, 41 through 49, 51, 53, and 58. An effort was made to make the wording of various questions more concise; a number of compound questions from prior years have been broken out into separate questions.

Please read each question carefully. Some questions, both repeat and new, may require additional information to be entered in the right column labeled "Comments", or clarify when a "yes" or "N/ A" answer is appropriate. Weblinks are provided on the bottom of the Inventory concerning the following questions: 8, 13, 15, 16, 17, 18, 41, 51, and 58.

PH 2

TOWNSHIP OF CLARK  
Resolution 18-140  
November 7, 2018

**WHEREAS** the County of Union is accepting applications for funding for the Year 45 Community Development Block Grant Program.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Township of Clark that it hereby authorizes the Mayor and/or Business Administrator to submit the following projects to the County of Union for Year 45 of the Community Development Block Grant Program:

Senior Citizen Program	\$55,000.00
ADA Curb and Ramp Improvements	\$30,000.00

ATTEST:

APPROVED:

\_\_\_\_\_  
EDITH L. MERKEL, RMC  
Township Clerk

\_\_\_\_\_  
WILLIAM F. SMITH  
Council President

Res18/10-15CDBGsubmission-PHyr45

	Motion	Second	Aye	Nay	Abstain	Absent
Albanese						
Barr						
Hund						
Mazzarella						
O'Connor						
Toal						
Smith						
TOTAL						

TOWNSHIP OF CLARK  
Resolution 18-141  
November 7, 2018

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**WHEREAS** N.J.S.A. 40A:4-58 provides for appropriation transfers during the last two (2) months of the year, when it has been determined it is necessary to expend for any of the purposes specified in the budget an amount in excess of the sum appropriated therefore and where it has been further determined that there is an excess in any appropriation over and above the amount deemed to be necessary to fulfill the purpose of such appropriation, the Governing Body may, by Resolution setting forth the facts, adopted by not less than two-thirds vote of the full membership thereof, transfer the amount of such excess to those appropriations deemed to be insufficient.

**NOW, THEREFORE BE IT RESOLVED** by the Governing Body of the Township of Clark, in the County of Union and State of New Jersey, that the Chief Financial Officer be and the same is hereby authorized to make transfers among the 2018 budget appropriations in accordance with the following schedule of transfers.

**CLARK TOWNSHIP  
BUDGET TRANSFERS  
NOVEMBER 7, 2018**

		<u>From</u>	<u>To</u>
Police	Other Expenses	-	45,000
Police	Salaries and Wages	20,000	
911	Other Expenses	-	10,000
Clean-Up Expense	Other Expenses	-	2,000
Bureau of Roads	Salaries and Wages	102,000	-
Buildings & Grounds	Other Expenses	-	25,000
Senior Citizens	Salaries and Wages	10,000	-
Recreation	Salaries and Wages	-	40,000
Celebration of Events	Other Expenses	-	10,000
		\$ 132,000	\$ 132,000

ATTEST:

APPROVED:

\_\_\_\_\_  
EDITH L. MERKEL, RMC  
Township Clerk

\_\_\_\_\_  
WILLIAM F. SMITH  
Council President

Res18/11-7BudgetTransfers

	Motion	Second	Aye	Nay	Abstain	Absent
Albanese						
Barr						
Hund						
Mazzarella						
O'Connor						
Toal						
Smith						
TAL						

TOWNSHIP OF CLARK  
Resolution 18-142  
November 7, 2018

4

**WHEREAS** the Governing Body of the Township of Clark advertised on October 4, 2018 and received two (2) bids for the Police Department Expansion – (Phase 1) New Parking Lot on October 17, 2018 at 10:00 a.m.; and

**WHEREAS** the two (2) lowest responsible bidders were

<u>Bidder</u>	<u>Total Bid Amount</u>
K & D Contractors, LLC	\$216,551.50
S. Brothers Inc.	\$244,886.00

**WHEREAS** the lowest responsible bidder was K & D Contractors, LLC, 351 Monroe Avenue, Kenilworth, NJ 07033 in the amount of \$216,551.50; and

**WHEREAS** the Business Administrator has reviewed all the documents required by the bid specifications and recommends award of contract to K & D Contractors, LLC; and

**WHEREAS** the Chief Financial Officer has ascertained funds are available in the 2018 Municipal Budget, Account Number C-04-18-004-001, not to exceed \$216,551.50.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Township of Clark that it does hereby award a contract to K & D Contractors, LLC, in an amount not to exceed of \$216,551.50 subject to review of the bid by the Township Attorney who will draw up the contract.

ATTEST:

APPROVED:

\_\_\_\_\_  
EDITH L. MERKEL, RMC  
Township Clerk

\_\_\_\_\_  
WILLIAM F. SMITH  
Council President

Res18/11-7AwardPhase1PDParkingLot

	Motion	Second	Aye	Nay	Abstain	Absent
Albanese						
Barr						
Hund						
Mazzarella						
O'Connor						
Toal						
Smith						
<b>TOTAL</b>						